



# Development Plan Review Application

## Campbell County and Municipal Planning & Zoning Commission

24 West Fourth Street  
Newport, Kentucky 41071

Phone: (859) 292-3838

Fax: (859) 292-3888

(As per Section 9.19 of the Campbell County Zoning Ordinance)

**\*\* ALL BLANKS MUST BE COMPLETELY FILLED OR THE**  
**APPLICATION WILL NOT BE ACCEPTED\*\***

### Section A (to be completed by the applicant)

1. Name of Project \_\_\_\_\_
2. Location of Project \_\_\_\_\_
3. Jurisdiction/Location:  
☐ Unincorporated Campbell County    ☐ City of Melbourne    ☐ City of Dayton  
☐ City of Crestview    ☐ City of Silver Grove    ☐ City of Southgate
4. Acreage Under Review \_\_\_\_\_
5. Current Municipal Zoning Designation of Property \_\_\_\_\_
6. Is the Site Subject to a:  
Variance \_\_\_\_\_ If so, Date of Approval? \_\_\_\_\_  
Conditional Use Permit \_\_\_\_\_ If so, Date of Approval? \_\_\_\_\_
7. Was the Site Subject to a Zone Change? \_\_\_\_\_ If so, Date of Approval? \_\_\_\_\_
8. Proposed Improvements(s) for this Development Plan \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Applicants Name \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
Applicant's Address \_\_\_\_\_  
\_\_\_\_\_  
City State Zip
10. Lot Number and Name of Subdivision (if part of a subdivision)  
\_\_\_\_\_

11. Owner of Property \_\_\_\_\_  
 Phone Number of Owner \_\_\_\_\_
12. Address of Property Owner \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 City State Zip
13. Height of Proposed Building(s) or Addition \_\_\_\_\_
14. Square Footage of Existing Building(s) \_\_\_\_\_
15. Square Footage of Proposed Building(s) or Addition \_\_\_\_\_
16. Deed Book \_\_\_\_\_ Page No. \_\_\_\_\_ Group No. \_\_\_\_\_
17. I, or we, understand and agree that this application and drawing(s) are being filed in accordance with the Campbell County Zoning Ordinance and that all construction work will be performed in accordance with the Campbell County Zoning Ordinance.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

#### **Section B (Submission Requirements)**

1. One (1) copy of this application.
2. Sixteen (16) copies of a development plan meeting all the requirements of Section 9.19 of the current Campbell County Zoning Ordinance.
3. Legal description of the property including deed book and page and group number.
4. In order for Staff to properly evaluate this submittal, the **applicant shall** submit copies of the development plan to the applicable agencies and submit a documented response to the Campbell County Planning and Zoning Commission with this application. These agencies are:

Campbell County Historical Society
Campbell County Conservation District
Cincinnati Bell Telephone
Governing Fire District Marshall
Kentucky Department of Transportation (K.D.O.T.)
Kentucky Division of Water Floodplain Management
Northern Kentucky Independent Health District
Northern Kentucky Water Service District / Pendleton County Water District
Sanitation District No. 1 of Campbell and Kenton Counties
Union, Light, Heat, & Power Company (ULH&P) / Owen County Electric
United States Corp of Engineers
United States Department of Agriculture Natural Resources Conservation Service

5. Fee (according to the current Campbell County Planning and Zoning Fee Schedule)

**Section C (to be completed by the Campbell County Planning Commission Staff)**

- 1.     Date Received\_\_\_\_\_Fee Received\_\_\_\_\_
- 2.     Is this application complete     ☐ Yes ☐ No
- 3.     Staff Reviewer\_\_\_\_\_
- 4.     Scheduled Public Hearing Date\_\_\_\_\_
- 5.     Staff and Committee Recommendation:  
         ☐     Approved  
         ☐     Approved with conditions (see #6)  
         ☐     Denial (see #7)
- 6.     Conditions of approval:\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 7.     Reasons for Denial: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_